

VILLAGE OF EAGLE REGULAR BOARD MEETING MINUTES

July 9, 2015

Unapproved

Call to Order/Open Meeting Law requirements:

R. Spurrell called the meeting to order at 7:00pm.

Roll Call:

G. Hein, J. Hoefakker, R. Spurrell, G. Scheff, P. Jones, L. Neuburg, J. Frisch all present

Pledge of Allegiance:

Pledge of Allegiance was led by R. Spurrell

Review/Approval of Minutes:

Motion to approve the minutes from the Board Meeting held June 11, 2015 made by G. Scheff.

Seconded by L. Neuburg. Motion carried (7-0)

Review/Approval of Treasurer's Report, including regular monthly accounts payable:

Board members reviewed the Treasurer's Report. J. Frisch inquired about a transfer made from the Tax Account to the General Account. R. Spurrell explained the tax account was used as a savings and that funds were routinely transferred to the general checking account as it was a working fund account.

Motion made by J. Frisch to approve the treasurer's report, including regular monthly account payable.

Seconded by L. Neuburg. Motion carried (7-0)

Clerk's Report:

Clerk C. Zindars reported that she would be out of the office July 13th through 17th to attend the UW Green Bay Clerk's Academy. She reported that the office would remain open regular business hours thanks to B. Hoefakker and D. Bliese working the office that week.

Citizen Comments/Concerns:

B. Dingle, 116 South St. – Inquired about the progress of the noise ordinance, whether decibel readings had been done, and at what distances the readings had taken place. J. Frisch explained that multiple readings had been done at several distances surrounding the 'square', including Chapman's BP, B. Dingle's home, and the surrounding residential neighborhood.

B. Dingle also made comments regarding patrons of Knucklehead's Pub parking, leaving garbage, and urinating in his driveway. He asked if there was anything that could be done. R. Spurrell suggested that B. Dingle call the Village Police for documentation. He suggested that perhaps the Police Department issuing citations would deter this activity.

B. Marquardt, 230 Park Ave. – inquired as to why the Village Board hasn't requested a presentation be done by the Waukesha County Sheriff's Department for a cost comparison for patrolling the Village. R. Spurrell responded by stating that the Police and Licensing committee had started a discussion regarding the future of the Village Police Department. B. Marquardt indicated that there were three Waukesha County Sheriff's officers who resided in the Village.

B. Koen, 421 Meadow Ln. – stated that he agreed that Waukesha County Sheriff's Department should come in to do a cost comparison

G. Hein added that he found documentation of a comparison done in 2012. He made reference to Police & Licensing minutes from 2012 which he said showed that Chief R. Ehlers had presented the

number at the committee meeting. He asked whether it was thought that this may have been a conflict of interest. R. Spurrell explained that the numbers came, he believed, from an email from the Waukesha County Sheriff's Department and that he had passed those figures onto Chief R. Ehlers.

B. Koen inquired as to whether the comparisons compared the same categories for expense. R. Spurrell responded that the report compared shift cost to shift cost to keep an accurate comparison.

B. Koen also inquired about the status of the property at 426 Main St. He stated that the building was an eye-sore and that work should be done if building permits were issued because he thought they only last for a certain period of time, he thought possibly a year. R. Spurrell and G. Scheff explained that a letter had been sent to the owner, who had contacted the Building Inspector V. Budiak. The home had since been boarded up to alleviate safety concerns and the Building Inspector was to meet with the owner soon to discuss a timeline for the project and issue permits.

L. Fejnas, 103 Eagle St. – commented on the amount of noise she hears from Knucklehead's Pub and Coyote Canyon's outdoor area. She stated that the walls seemed to act as megaphones, and agreed with B. Dingle's comments earlier that the noise is louder now than it has been in the past.

S Royston, 330 Appletree Ln – stated she obtained a copy of the budget/expense report from the Village Clerk and questioned the Board Members how they felt about how the Village's financial position was at this point in the year. She referenced Agenda Item #11 and encouraged R. Spurrell to provide explanation. She also referenced Agenda Item #13g, stating that she felt the item should include "how to fund" because of the fact that the Village is already paying a full time chief's salary because of the retirement agreement. She also stated that the Police & Licensing committee should be preparing their 2016 budget, which should first include an evaluation of the Police Department after a presentation has been given by Waukesha County Sheriff's department.

J. Suhm, 201 Grove St. – stated that the EBA had hosted a softball tournament during Kettle Moraine Days, which had a good turnout. She also announced that the gazebo sidewalk project had been completed and that flower baskets were hung to beautify the area. She questioned when a main beak would be fixed, R. Spurrell explaining that it was on DPW Superintendent S. Deegan's list to get done. J. Suhm and her husband also commented on the lack of care to the lot next to the railroad tracks. They explained that it is not mowed regularly and there are piles of rail road ties laying on the property, making it look poorly kept. J. Suhm also asked if there were funds in the Village budget for the 5 new Welcome signs that needed to be done. R. Spurrell stated that there were not funds in the budget this year.

L. Wagner, 444 N. Sherman – inquired where she could provide feedback on the recent Kettle Moraine Days parade and also commented on the mess of horse droppings left by the horses in the parade.

B. Dingle stated that he was also still experiencing issues with horse messes.

B. Marquardt also commented on the horse messes and the high level of noise from bands at Knucklehead's Pub and Coyote Canyon.

Announcements:

Chief Presiding Officer: R. Spurrell addressed those present by requesting that if any resident has an issue, that they contact their Board members and not the Village attorney in order to keep down costs. R. Spurrell also addressed B. Koen by apologizing on behalf of the Village Board for being told by a Village employee that his opinion doesn't matter. R. Spurrell told B. Koen that his opinion, as well as every other residents' opinion, does very much matter.

Board Members: J. Frisch praised the EBA for their efforts to beautify the community

Fire Dept. Representative: CPT S. Kugel announced that the roofing project on the Fire Department building had begun and should be completed in about a week. He also spoke about the coin drive fundraiser at the Library and stated that the Fire Department would be participating in National Night Out on Tuesday, August 4th.

Police Dept Representative: CPT S. Lesniewski spoke about the department's involvement in the Library's summer HERO program. He stated that there were no significant issues from the Kettle Moraine Days event. He also announced that planning was taking place for the National Night Out event on August 4th and that the Police Department garage repair project should be starting next week.

Consideration/Action regarding revised Class B Intoxicating Liquor and Class B Fermented Malt Beverage license for premises at 201 Kettle Moraine Drive, known as Suhmer's Saloon, that includes the saloon – first floor and outside walkway, restaurant – second floor restaurant, the outside cement porch and southwest parking lot for listed dates. (List of dates available in the Village office): R.

Spurrell noted that there were more dates listed on the license application than in past years and questioned the Suhms as to why that was. B. and J. Suhm stated that they wanted the ability to hold events on those dates, although there were not events planned currently for each date listed. There was discussion regarding the noise ordinance and J. Frisch explained that he had done readings at their recent chainsaw event and reading were never above 60db. There was general discussion amount board members regarding the noise ordinance and the potential for complaints because of the events. Motion made by L. Neuburg to approve the license application as submitted. Seconded by J. Frisch. Motion carried (5-2) R. Spurrell and J. Hoefakker opposed.

Consideration/Action regarding Operator's License applications

- a. Cortney Spencer
- b. Sierra Godfrey
- c. Bailee Bartolotta

R. Spurrell questioned one of the license applications as signed by Cpt. S. Lesniewski, but not marked approved. Cpt. Lesniewski verified that the background check was approved. Motion made by L. Neuburg to approve all three applications. Seconded by G. Scheff. Motion carried (7-0)

Consideration/Action regarding committee agendas and minutes

- a. Agenda template
- b. Closed session reasons
- c. Guidelines for minutes

R. Spurrell explained that because of some board members either being new to the board or new to a chair position, he felt it important to provide information regarding the preparation of agendas and minutes. Clerk Zindars had prepared samples and templates for committee agendas and minutes for board members to use, which were included in the board packets. He continued by explaining the reasons for closed session as regulated by State Statues, the proper wording on an agenda for discussion/action, and that the public must have a reasonable understanding of what will be discussed at a meeting by reading the posted agenda. He stated that he would like the templates to be approved and used as a guideline for all future committee agendas and minutes. L. Neuburg requested an addition to the templates, to include samples for three way voting. Motion made by J. Frisch to approve the templates, with the addition of the three way votes. Seconded by G. Scheff. Motion carried (7-0)

Discussion of 2016 budget: R. Spurrell began by requesting that all committees begin working on their 2016 budgets and asked for comments from the Board. L. Neuburg stated that she has already started her research for the Police Department budget. R. Spurrell stated that he thought the budget YTD for 2015 was going well at approx. 56% considering some of the additional expenses in the first half of the year. He also indicated that building permit revenue was up this year. G. Scheff asked what percentage of building permits the Village receives. R. Spurrell responded that the Village receives 25% of building

permits monies collected. Discussion followed regarding impact fees, how they were shown on the budget, what they could be used for, the amount collected, etc.

Committee Reports/Action Items: (Information on discussion and action taken at previous meeting(s), future agenda items and upcoming scheduled meeting(s):

- a. **Code & Ordinance:** J. Frisch began by stating that there was a special meeting held June 7, 2015 regarding the working chicken ordinance. L. Neuburg continued by stating that thanks to the residents who attended the meeting, they were able to review the previously drafted ordinance and decided to make it stricter, but was tabled for lack of time. J. Frisch remarked that he has been working diligently on obtaining many decibel readings from several events and locations around the Village in order to complete the committee's work on the noise ordinance. He stated that their next meeting would be held July 21st and that he planned to have both the chicken and noise ordinances on the agenda.
 1. **Consideration/Action regarding timeline for warnings issued for chickens within the village:** R. Spurrell stated that because the chicken ordinance had failed at a previous meeting, some residents in the Village incorrectly assumed that meant they could have chickens. He continued by explaining that citations were issued by the Police Department to some of these residents who possessed chickens. He asked the board if they would possibly extend the 30 day notice another 30 days because of the likelihood that another chicken ordinance may come to the board for approval. Motion made by L. Neuburg to extend the deadline for the citations issued by 60 days. Seconded by J. Hoefakker. J. Frisch stated that he would like to post a draft ordinance on the Village website to obtain resident input. G. Hein agreed that the information needed to get out to the residents. Motion carried (6-1) R. Spurrell opposed.
- b. **Eagle Recreation Department** – P. Jones announced that there was no meeting held, but that the burger stand at Kettle Moraine Days was a success.
- c. **Fire & Building** – Cpt. S. Kugel handed out a report of the service calls handled by the Fire Department for the month of June. J. Frisch questioned Cpt. Kugel on some calls reported on the sheet.
- d. **Library** – G. Hein announced that the Jefferson County and Waukesha County Library systems would be merging in January of 2016. He also announced Library Director A. Chase's 10 year anniversary with the Library and commended her on the excellent job she was doing.
- e. **Nature Trail** – J. Hoefakker announced that the Eagle Nature Trail was holding a fundraiser selling Aldo Leopold benches for \$100, made by Eagle/Palmyra students. He continued by stating that the new sign had been completed and placed at the entrance to the trail. He also announced that, because of a donation from the chainsaw festival held at Suhmer's Saloon, the Nature Trail has a carved wooden eagle that will be placed along the trail. L. Neuburg explained that the eagle was to be placed approximately 12-15ft high, on top of a tree. B. Dingle and B. Suhm both offered help mounting the statue.
- f. **Personnel & Finance** – R. Spurrell stated that the committee was reviewing the existing HR policy and going over items on the auditor's report.
- g. **Police & Licensing** – L. Neuburg stated that the police department got a new phone system, however there is a delay when speaking, which they are working on correcting.

1. Discussion regarding the Police Department staffing needs, including how to fill the Chief's position upon retirement: R. Spurrell stated that there were several ways to fill the soon to be vacant Police Chief position. He stated that the question included how the position could be filled, not necessarily who and could include potential internal full time or part time, or Waukesha County. L. Neuburg added that the committee had talked about part-time vs. full-time and the impact that either decision would have on the Police Department and the Village. She stated that she believed that full-time would be best in order for a new chief to be available for emergencies and could have more contact with the officers. She asked if a part-time Chief would need to be part-time only. G. Hein included that there needed to be a better job description developed that included more detail and assigned job responsibilities and stated the possibility that they may not need a chief at all. G. Scheff suggested that Cpt. S. Lesniewski stay on as a part-time chief. G. Hein agreed and stated that he also had received several requests from residents for a cost comparison from the Waukesha County Sheriff's Department. J. Hoefakker stated that the police department needed locals who understand what's going on in the community and is in favor of a full-time chief. R. Spurrell included that perhaps there needed to be an evaluation of how much administration time is needed from a chief and how that will impact the position. J. Frisch asked who is responsible for developing the expectations of the job. R. Spurrell replied that is the responsibility of the committee, but up to the board to approve. J. Frisch stated that he thought it was too costly to hire a full time chief right now and asked what the time frame would be for hiring. L. Neuburg stated that she was told the hiring process could take up to four months.

- h. Public Works & Property** – G. Scheff stated that the committee discussed the possibility of carrying over the \$35,000 budgeted for street repairs in 2015 to the 2016 budget, in hopes of adding an additional \$40,000 next year for a total of \$75,000 budgeted for the completion of repairs to South St.

Adjournment: Motion to adjourn made by G. Scheff. Seconded by J. Hoefakker. Motion carried (7-0). Meeting adjourned at 8:37pm